

PROFESSIONAL DEVELOPMENT

Introduction

Careers advisers are employed members of the school teaching staff, whose professional learning in schools is guided by the NSW Department of Education and Communities "[Professional Learning Policy for Schools](#)" (Accessed on 20/11/2012). The policy statement is provided below:

Professional learning for school staff should contribute to the professional growth of staff and improved student outcomes in NSW public schools. The individual, the school, state office and regions share responsibility for promoting, planning, implementing and evaluating professional learning in schools.

This policy requires that:

- *individuals engage in ongoing professional learning throughout their career*
- *schools include a professional learning component within the endorsed school plan*
- *schools ensure that the professional learning component takes account of the needs of staff and the school community and the priorities of the school and the Department*
- *schools establish a professional learning team to plan, implement and evaluate the professional learning component of the endorsed school plan*
- *state office, regions and schools promote and implement quality professional learning in collaborative and collegial environments*
- *state office and regions support the professional learning of staff through the development of policy and the provision of a range of resources and opportunities*
- *state office, regions and schools evaluate the impact of professional learning to inform and improve future professional learning*
- *state office, regions and schools are accountable for the expenditure of funds on professional learning.*

While entry level skills and qualifications are important, it is essential that careers advisers regularly up-date their knowledge and skills related to their profession in order to maintain currency in the field of career development and teaching practice to provide the best possible service and leadership to students, the career and transition team and other stakeholders.

You could work with your supervisor/mentor to develop a measurable, achievable and realistic professional learning plan or as a member of a professional association engage in their professional learning to meet membership obligations. The following four questions used to drive effective teaching and learning should be integrated into your career development planning process:

- Where am I now?
- Where am I going?
- How will I get there?

- How will I know when I get there?

The Professional Learning and Leadership Directorate have a series of modules that have been registered with the NSW Institute of Teachers. One of these modules titled: *Developing Your Personal Professional Learning Plan*, is of interest to those who decide to develop a personal professional learning plan and can be found at: https://detwww.det.nsw.edu.au/lists/directoratesaz/proflearn/ctp/ctp_units/prof_learn/default.htm

New Scheme Teachers – Please refer to the **Orientation** section of the Essential Information – Careers Advisers.

Professional development activity

There is a range of professional development activities that careers advisers can undertake to ensure that they remain informed and current in the profession. These are:

- Induction programs
- Attendance at local network meetings
- Active membership of professional associations
- Attendance at conferences and workshops
- Reading professional publications
- Engaging in professional supervision and mentoring
- Academic study in the field of career development
- Active membership in local industry and business networks
- Writing and presenting professional workshops and materials.

Induction programs

- NSW Careers Adviser Induction Program
- Careers Adviser Association of NSW - Information Day for New Careers Advisers

Local network meetings

Across NSW there are a number of careers adviser networks which meet on a regular basis. These networks plan local events, up-date local information, share resource materials, invite guest speakers etc.

Contact your regional consultant / senior engagement officer to find out more about these networks, including the contact person and meeting dates.

Membership of professional associations

There are two key professional organisations that careers advisers in NSW should consider the value of membership. These are:

- [Careers Adviser Association of NSW](#) (CAA NSW/ACT)
- [Career Development Association of Australia](#) (CDAA)

These two organisations are members of the [Career Industry Council of Australia](#) (CICA) whose mission is to:

- Consult and collaborate with relevant stakeholders
- Enhance collegiality within the career industry to achieve agreed goals
- Facilitate strategic liaisons with stakeholders and policy makers
- Develop community awareness of the concept, benefit and value of career development
- Promote professional standards and practice within the career industry
- Enhance relationships within the international career development community.

Conferences and workshops

The two professional organisations CAA NSW/ACT and CDAA develop and deliver a conference each year as well as workshops and regular e-newsletters.

Other workshops and activities will also be provided by NSW Department of Education and Communities or your local careers adviser network. It is also important to take advantage of professional development offered by your school in areas outside the careers field.

Professional publications

The CDAA produces *Australian Career Practitioner*, which is provided to members.

[Australian Journal of Career Development](#) (is now published by SAGE)

[Australian Careers Service Newsletter](#) (Available electronically)

[Managing Life, Learning and Work in the 21st Century](#) - This paper aims to raise awareness of the important issues involved in integrating lifestyle, career and education. It synthesises theoretical, policy and practice perspectives behind the Australian blueprint for career development.

[Career: more than just a job](#) - Written by Dr Mary McMahon and Peter Tatham, the booklet is a concise, informative document that will interest all career guidance policymakers and practitioners.

[myfuture website – Assist Others](#) - this provides careers advisers with career resources and professional development information.

[Career Education Quality Framework](#) – a tool to help you assess your strategic planning and monitor your effectiveness.

Academic study and research projects

[Careers Advisers Qualifications and Employment](#)

[Bright & Associates Career Solutions](#) – The Australian Catholic University has recognised the Bright and Associates 3-day career counselling, coaching and assessment course as counting as 25% Recognised Prior Learning (RPL) toward the Postgraduate Certificate in Education (Career Education). This course covers the competencies in the CICA standards for entry into the profession as a Professional Career Advisor.